

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For August 9, 2016

Infinity Charter School, 51 Banks Street, Penbrook, PA 17103

Meeting—called meeting to order at 3:35 p.m.

Roll Call—in attendance:

- **Board:** Michelle Coleman (Pres.)__x_ Megan Mines-Hall (Parent Rep.)__x_
Joseph Schell (Sec.)_x__ Michelle Haring (Board Member) _x__
Matt Blaylock (Treas.)__x__ Alexis Schrock (Vice-Pres.)__x__
- **Staff:** Suzanne Gausman (CEO/Prin.)_x__ Shelly Fredericks (Bus. Mgr.)__abs_

Review and Approval of the June 14, 2016 and July 12, 2016 Meeting minutes--

Minutes from the June meeting were not available for review, so this item was tabled until the Sept., 2016 meeting. A motion was made (see Action #1) to approve the minutes of the July 12, 2016 Board meeting, as amended.

Information and Proposals--

A. Announcement of Executive Session: Prior to the regularly scheduled August Board meeting, the Board met in executive session to discuss: personnel matters and board reorganization.

B. Community/Public Speakers: No community members were present.

Committee Reports--

A. Non-IVO Report:

(1) Fund raising: (see Director of Development Report)

B. IVO Report:

The IVO has determined that they will hold a general meeting the first Thursday of each month; they are preparing a finalized version of their proposed 2016-17 operating budget which they will have available to the Board for review and approval at the September Board meeting.

Business Manager's Report--

Report was prepared by Shelly and reviewed by the Board (See attached).

A motion was made to accept the report, as submitted. (See Action # 2)

CEO/Prin. Report—

A written report was provided by Suzanne Gausman (CEO/Prin.) and reviewed by the Board. (See attached).

Old Business--

- A. Locust Lane Property update:** Matthew Blaylock and Megan Mines-Hall coordinated the move to store Theme boxes at Sierra's Glen, a rental facility located next to the new school location.

Matthew Blaylock took tile samples from both upstairs and downstairs to be tested for asbestos. Results were positive and we will need to either remove or cover the existing flooring as part of our construction plan.

PennDOT has not responded to our inquiries regarding road and/or turning lane modifications.

New Business—

- A. Charter School Annual Report:** A motion was made (see Action #3) to approve the report, as submitted.

- B. Termination of the HRA Plan:** A new health insurance plan for all employees went into effect August 1 and a motion was made (see Action #4) to officially terminate the HRA plan, effective July 31, 2016.

- C. Cleaning Service:** A motion was made (see Action #5) to approve a 3% increase in the cost of cleaning our present facility as well as a \$300 summer service fee.

- D. School Year Calendar:** A motion was made (see Action #6) to amend the 2016-17 school year calendar to include January 2, 2017 as an additional day for the Winter break

Next Meeting Confirmation--

The next regularly scheduled meeting will be held at 3:30 PM on September 13, 2016.
(Executive Session will be held 1 hour prior to the meeting)

Adjournment--

Having no further business to address at this time, a motion was made to adjourn. (See Action # 7)

Approved and Accepted:

Joseph Schell
Joseph Schell, Secretary, ICS Board of Trustees

9-13-16
Date

Michelle Coleman
Michelle Coleman, President, ICS Board of Trustees

9-13-16
Date

**Infinity Charter School
Board of Trustees
Action # 1
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve the July, 2016 Board meeting minutes, as submitted.

Motion by: MH
Second: AS

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments:

**Infinity Charter School
Board of Trustees
Action # 2
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve the Business Manager's report, as submitted.

Motion by: JS
Second: AS

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments:

**Infinity Charter School
Board of Trustees
Action # 3
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve the 2015-16 Charter School Annual Report, as submitted.

Motion by: MS
Second: AS

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments:

**Infinity Charter School
Board of Trustees
Action # 4
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve the termination of the HRA Plan, effective July 1, 2016

Motion by: MH
Second: JS

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments:

**Infinity Charter School
Board of Trustees
Action # 5
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve a 3% increase in costs plus a \$300 summer fee for cleaning services at ICS for the 2016-17 SY

Motion by: AS

Second: MH

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments:

**Infinity Charter School
Board of Trustees
Action # 6
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve the amendment of the 2016-17 school calendar to include January 2, 2017 as an additional day to the Winter break.

Motion by: AS
Second: MH

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments:

**Infinity Charter School
Board of Trustees
Action # 7
Infinity Charter School, 51 Banks Street, Penbrook, PA 17103**

Action Taken: Motion to approve the adjournment of the August 2016 Board meeting.

Motion by: AS
Second: MH

| Board Vote: | Yes | No | Absent | Abstain |
|--------------------|--------------|-------------------|-------------------|-------------------|
| Michelle Coleman | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Joe Schell | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Michelle Haring | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Matt Blaylock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Alexis Schrock | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |
| Megan Mines-Hall | <u> x </u> | <u> </u> | <u> </u> | <u> </u> |

Comments: